



**Marinette County
HEALTH AND HUMAN SERVICES**

2500 Hall Avenue - Suite B
Marinette, WI 54143-1604
Voice (715) 732-7700 FAX (715) 732-7766
Toll Free: 1-888-732-7549
Internet: www.marinettecounty.com

**MARINETTE COUNTY COMMUNITY OPTIONS PROGRAM /
LONG TERM SUPPORT PLANNING COMMITTEE**

AGENDA

September 26th, 2013

10:00 a.m.

Marinette County Health and Human Services Department
2500 Hall Avenue, Marinette, WI 54143

Conference Room G. (Basement -Take elevator to lower level)

1. Call meeting to order.
2. Approve/amend Agenda.
3. Public Comment – Speakers will be limited to 5 minutes.

Public Comment Procedure: Any person not a member of the COP/LTS Planning Committee, desirous of addressing the Committee on any subject under the Committee's jurisdiction shall first obtain permission from the COP/LTS Planning Committee Chairperson. All such addresses shall be limited to five minutes unless otherwise extended by the Committee Chairperson.

4. Approve/amend Minutes of June 20th, 2013 meeting.
5. COP Coordinator's Report and Preliminary Financial Report. Action, if any.
6. Discuss/approve 2013 COP Plan Update. Action, if any.
7. Approval of High Cost Letters. Action necessary.
8. Set date for next meeting.

Next Regular Meeting (Tentative): November 21st, 2013 at 10am

9. Adjourn meeting.

Committee Members: So that we may assure a quorum at the meeting, please contact Lindsay Arcand at (715) 732-7744 or email larcand@marinettecounty.com by Wednesday, September 25th if you are unable to attend this meeting. Thank you!

If you are an individual who needs a special accommodation while attending this meeting as required by the "Americans with Disabilities Act", please notify the County Clerk, Kathy Brandt, Marinette County Courthouse at (715) 732-7406 at least 24 hours prior to the meeting in order to make suitable arrangements.
Thank you. TDD (715) 732-7760.

Kathy Just
Mike Cassidy
Joanne Bryngelson

Ellie Jarvie
Marge Raab
Bonnie Haley
County Clerk

Mary Rosner
Ruth Roush
Pam Mueller-Johnson



**Marinette County
HEALTH AND HUMAN SERVICES**

2500 Hall Avenue - Suite B
Marinette, WI 54143-1604
Voice (715) 732-7700 FAX (715) 732-7766
Toll Free: 1-888-732-7549
Internet: www.marinettecounty.com

**MARINETTE COUNTY COMMUNITY OPTIONS PROGRAM /
LONG TERM SUPPORT PLANNING COMMITTEE**

MINUTES

June 20, 2013

10:00 a.m.

Marinette County Health and Human Services Department
2500 Hall Avenue, Marinette, WI 54143

Conference Room G. (Basement -Take elevator to lower level)

Members Present: Michael Cassidy, Ruth Roush, Kathy Just, Bonnie Haley, Joanne Bryngelson, Mary Basak standing in for Pam Mueller-Johnson, Marge Raab and Ellie Jarvie

Members Absent: Mary Rosner

Others Present: Shirley Prudhome – Peshtigo Times

Staff Present: Lindsay Arcand, Robin Elsner and Bobbie Dolliver.

1. **Call meeting to order.** Meeting called to order by Kathy Just at 10:04am.
2. **Approve/amend Agenda.** Remove Agenda Item #6 as it is a carry-over from the previous meeting and is only reported on once a year. **MOTION (CASSIDY/HALEY)** to approve amended agenda. Motion carried. No negative vote.
3. **Public Comment – Speakers will be limited to 5 minutes.** Shirley Prudhome asked if the committee members were listed on the Marinette County Website. Shirley also asked about the current wait list time. Lindsay Arcand overviewed that the average has been two years, but it is moving much quicker now. Shirley stated that long of a wait time is useless to someone in need.
4. **Approve/amend Minutes of February 21, 2013 meeting.** **MOTION (RAAB/ROUSH)** to approve. Motion carried. No negative vote.
5. **COP Coordinator's Report.** Action, if any. The COP Coordinators Report dated June 20, 2013 and the Marinette County HHSD Long Term Services Preliminary Financial Report were distributed and overviewed by Lindsay Arcand. As of May 2013, the Community Options Program expenditures were \$67,880.00; the COP-W expenditures were \$224,812.00; the CIP II expenditures were \$336,040.00 the CIP II Nursing Home Relocation expenditures were \$65,501.00; the CIP II Nursing Home Diversion expenditures were \$34,694.00; the CIP IB COP Match expenditures were \$ 281,153.00 and the CIP IB Comm. Aids Match expenditures were \$197,235.00.

Wait List: 108 People on the wait list as of 6/20/13.

Significant Proportions: Currently serving, elderly at 52.9%; Phys. Dis. at 4.8%; Dev. Dis. at 29.2% and Chron. Ment. ill at 12.5%.

Assessments and Plans: Year to date: 5/31/13. There have been 19 Assessments and 15 Plans completed to date. With the ADRC implementation, assessments and case plans are projected to continue to decrease in the future.

CBRF Costs: CBRF costs for COP/COP-W and for CIP II are within agency established caps. We will continue to try to work on capturing revenue from CIP II Nursing Home relocation and CIP II Nursing Home Diversion and convert to permanent CIP II funding.

Lindsay Arcand gave a PowerPoint presentation overviewing the Long Term Services Unit which covered the following points:

- Who we serve
- Adult Long Term Services overview
- Children Long Term Services overview
- Introduction of Staff Team and their area of services provided
- Funding Sources
- Process of Services
- Functional Screenings
- Financial Eligibility
- Case Management and Maintenance
- Unit collaboration with other units in the Health and Human Services Department

MOTION (HALEY/BRYNGELSON) to accept the COP Coordinators Report dated June 20, 2013. Motion carried. No negative vote.

6. Update regarding Aging and Disability Resource Center (ADRC) program. Discussion only. No update at this time.
7. Set date for next meeting.

Next Regular Meeting (Tentative): September 19, 2013 at 10:00 a.m.

8. Adjourn meeting. A MOTION by **(CASSIDY/HALEY)** to adjourn at 10:43 am.

Respectfully submitted, Bobbie Dolliver
Recorder

COP Coordinators Report: September 26th, 2013

Waiting List:

99 people on wait list as of **9.16.13**

Elderly	40	About 6 months
Phys. Dis.	11	About 6 months
Dev. Dis	29	Unknown
<hr/>		
Total:	80	– Individuals waiting for contacts/services (12 – Relocation/Diversion funding)

Transit. to Services 19 Services will be established within approx. 2 months

Overall total: **99**

- DD waiting longest due to cap on COP Match and insufficient local match funds for CIP I

CMI (COP Specific) Waiting List:

Chron. Ment. Ill 8 About 4 year wait for Regular COP funds

- CMI can only be served with **regular COP**, not COP-W or CIP II, CIP IA or CIP IB

Significant Proportions: *As of 8.31.13*

<u>Target Group</u>	<u>Required</u>	<u>Current</u>	<u># Served</u>
Elderly	57%	49.5%	49
Phys. Dis.	6.6%	7.1%	7
Dev. Dis.	14%	30.3%	30
Chron. Ment. Ill	6.6%	7.1%	13

*****Note: CIP II clients do not count towards significant proportions**

Assessments and Plans:

Year to date: 8.30.13:		Previous year total as of 5.31.12:	
Assessments:	Plans:	Assessments:	Plans:
24	20	53	12 (no info for Sept. 2012)

CBRF Costs: 9.3.13

Cap on % of program allocation that can be spent on CBRF resident's services

<u>Program(s)</u>	<u>% Cap</u>	<u># Served</u>	<u>Current % of total allocat. spent on CBRF</u>
COP/COP-Waiver	50% cap	13	23.5%
CIP II	60% cap	18	26%
NH Relocation & Diversion	<i>Exempt</i>	3	31.1%

**Marinette County Health & Human Services Department
Long Term Services
Preliminary Financial Report
9.26.13**

(info based on reportable expenses through July)

1. Community Options Program	Allocation for 2013 Expenditures through July <i>(Remainder used for match and overmatch)</i>	\$239,339 \$119,967
2. COP-W	Allocation for 2013 Expenditures through July	\$867,501 \$380,224
3. CIP II	Allocation for 2013 Expenditures through July	\$1,519,770 \$635,735
CIP II Nursing Home Relocation (<u>Fully Funded</u> - no tax levy or match required)		
	Allocation for 2013 Expenditures through July	\$230,474 \$109,873
CIP II Nursing Home Diversion (<u>Fully Funded</u> - no tax levy or match required)		
	Allocation for 2013 Expenditures through July	\$465,422 \$57,703
4. CIP IB COP Match*	Expenditures through July COP Match Required *COP Match Reimbursed	\$501,454 \$204,290 \$240,103
5. CIP IB Comm. Aids Match	Expenditures through July Comm Aids Match Required	\$351,430 \$143,173

*Match cannot exceed \$240,103

Match = 40.74%

Note: 7% administration claim *will be* added to expenditure figures for programs above, as well as taxes.